

WAYS & MEANS COMMITTEE
March 9, 2022

Committee Members Present: B. Harris, J. Burdick, K. Demick, S. Havey, J. Ricci, D. Root, P. Stockin
(Absent: D. Fanton)

Others Present: G. Barnes, T. Boyde, A. Carrow, R. Christman, A. Cyr, G. Hanchett, D. Healy, K. Hooker, C. Knapp, T. Linn, B. Riehle, T. Ross, J. Rumpfelt, R. Starks

Call to Order: The meeting was called to order at 1:00 p.m. by Ways & Means Committee Chairman Brooke Harris.

Approval of Minutes

A motion was made by Legislator Root, seconded by Legislator Havey, and carried to approve the February 9, 2022, Ways and Means Committee meeting minutes.

A motion was made by Legislator Demick, seconded by Legislator Curran, and carried to approve the February 16, 2022, Ways and Means Committee meeting minutes.

A motion was made by Legislator Burdick, seconded by Legislator Ricci, and carried to approve the February 23, 2022, Ways and Means Committee meeting minutes.

Approval of Audit

Committee members reviewed the March 9, 2022, audit of claims in the amount of \$4,636,373.80 (including prepaid bills). A motion was made by Legislator Root, seconded by Legislator Havey, and carried to forward the audit to the full Board for approval of payment.

REFERRALS FROM COMMITTEES

Human Services

Accept and Appropriate State Aid for Mental Health Services

Allegany County Community Services and Mental Health requested a resolution to accept and appropriate funds that have been increased by the State Office of Mental Health for the 2022 Fiscal Year. The budget adjustment for the 2022 Budget is requested as follows:

Revenue: \$ 57,124		
A 4313.3490.1078	State Aid – Mental Health Support Housing	\$ 1,600
A 4315.3490.1200	State Aid – Mental Health Community Reinvest	\$ 55,524
Expenses: \$ 57,124		
A 4313.456	Mental Health Contract – Supported Housing Arbor Dev	\$ 1,600
A 4315.458	Mental Health Contract – Reinvestment Arbor Dev	\$ 55,524
Total grant:		<u>\$ 57,124</u>

The request was approved on a motion made by Legislator Burdick, seconded by Legislator Root, and carried. **Prepare Resolution**

Request to Fill Account Clerk Typist

Social Services Commissioner Edna Kayes requested permission to fill one Account Clerk Typist (AFSCME Bargaining Unit, Grade: 7, Step: Base to 7) and any resulting backfills due to a retirement in the Department of Social Services. This position is responsible for maintaining daily financial reports and

processing authorized temporary assistance, HEAP, services payments, and other related duties. The annual salary for this position is estimated to be between \$32,625 and \$38,195, with benefits estimated to be between \$12,747 and \$14,923. This position is funded with 38 percent County funds, 10 percent State funds, and 52 percent Federal funds. The amount for this position in the 2022 Budget is \$38,009. The request was approved on a motion made by Legislator Burdick, seconded by Legislator Havey, and carried. **Notify Human Resources**

Request to Fill Account Clerk Typist

Office for the Aging Director Anita Mattison requested permission to fill one Account Clerk Typist (AFSCME Bargaining Unit, Grade: 7, Step: Base) in the Office for the Aging. The Account Clerk Typist position will add a greatly needed support position to the agency. The Account Clerk Typist will serve as the OFA Office Manager. This will free up the current Senior Account Clerk Typist position to provide direct assistance to the Accountant, Director, Deputy Director, and Nutrition programs, which over the years have had increased workloads with no increased assistance. The annual salary for this position is estimated to be \$32,615, with benefits estimated to be \$12,745. This position is funded with 10 percent County funds, 25 percent State funds, and 65 percent Federal funds. The amount for this position in the 2022 Budget is \$45,360. The request was approved on a motion made by Legislator Burdick, seconded by Legislator Root, and carried. **Notify Human Resources**

Public Safety

Request to Fill Probation Officer

Probation Director Robert Starks requested permission to fill one full-time Probation Officer Trainee (AFSCME Bargaining Unit, Grade: 16, Step: Base) in the Probation Department. The department has a current Probation Officer position which has been vacant since June 2020. In addition, another Probation Officer has requested a leave of absence, which will be granted. It is also anticipated there will be additional vacancies in the department later in the year, so it will be beneficial to hire a new employee now in order to properly train the new officer. The amount in the current year's Budget is \$41,970, which was based on the 2021 hourly rate. There is also \$62,584 available for other vacant positions. The request was approved on a motion made by Legislator Havey, seconded by Legislator Curran, and carried. **Notify Human Resources**

Accept ATI Program Grant

Probation Director Robert Starks requested a resolution to accept ATI Program grant funding. The NYS Division of Criminal Justice Services notified the Allegany County Probation Department on February 14, 2022, that the County has been awarded a renewal grant for an allocation to be used toward our Article 13-A Classification/ATI programs. The amount of the award is \$5,835. The grant period runs from July 1, 2022, through June 30, 2023. These funds will be included in our 2023 Budget. The funds will be in the following budget line items:

Appropriations A 3142.101 Probation ATI Personnel

Revenues 3142.3310.00 ATI-State aid

Total grant: \$5,835

Grant Fiscal Year: 2022-2023

The request was approved on a motion made by Legislator Havey, seconded by Legislator Burdick, and carried. **Prepare Resolution**

Request to Fill Senior Account Clerk Typist

Sheriff Rick Whitney requested permission to fill one full-time Senior Account Clerk Typist (AFSCME Bargaining Unit, Grade: 10, Step: Base to 7) in the Sheriff's Office. This position will be responsible for assisting the full-time Accountant with their workload by reducing overtime and ensuring completion of all accounting duties. The annual salary of this position is estimated to be between \$34,977.84 and \$42,084.22, with benefits estimated to be between \$13,665.84 and \$16,442.31. This position is funded with 100 percent County funds, and the current amount in the 2022 Budget for this position is \$34,977.84. Committee Chairman Harris asked how long this position had been vacant. County Administrator Carissa Knapp stated it had been vacant less than two weeks, and was vacant due to backfilling of another position. The request was approved on a motion made by Legislator Havey, seconded by Legislator Burdick, and carried. **Notify Human Resources**

Request to Fill Corrections Corporal

Sheriff Rick Whitney requested permission to fill one full-time Corrections Corporal (Local Council 82 Bargaining Unit, Grade: 78, Step: Base to 7) in the Sheriff's Office. This position is required to meet minimum staffing requirements. The annual salary of this position is estimated to be between \$50,292.50 and \$61,853.38, with benefits estimated to be between \$19,649.84 and \$24,166.11. This position is funded with 100 percent County funds, and the current amount in the 2022 Budget for this position is \$60,051.88. The request was approved on a motion made by Legislator Havey, seconded by Legislator Root, and carried. **Notify Human Resources**

Accept CARES UP Initiative Grant

The Allegany County Sheriff's Office requested a resolution to apply for the CARES UP Initiative Grant (Changing the Conversation, Awareness, Resilience, Empower Peers, Skills Building/ Suicide Prevention for Uniformed Personnel). This was developed by the Office of Mental Health's Suicide Prevention Center of NY (SPCNY). The program will utilize \$1,000,000 in funding annually from OMH to offer suicide prevention and resiliency trainings, create targeted media awareness campaigns, and provide grant opportunities for Uniformed Personnel Departments and Veteran Serving Organizations across the State with funding to improve suicide prevention efforts and bolster wellness and resiliency programming. This funding is important because first responders and uniformed personnel regularly face stress and trauma. This can lead to increased risk of significant issues, including marital/family strain, poor sleep, depression, Post-Traumatic Stress Disorder, substance misuse, and even suicide. Recent studies have indicated that first responders are more likely to die by suicide than in the line of duty. Identifying and understanding the growing mental health concerns within our uniformed personnel and Veteran communities highlights the critical need for initiatives like CARES UP. The deadline for the application is March 9, 2022. The fiscal impact if selected will be \$80,000 over 21 months for fiscal year January 1, 2022, through December 31, 2023. The request was approved on a motion made by Legislator Havey, seconded by Legislator Burdick, and carried. **Prepare Resolution to Come Off the Floor at the March 9, 2022, Legislative Board Meeting**

Public Works

Request to Fill Heavy Motor Equipment Operator II

Public Works Superintendent Justin Henry requested permission to fill one Heavy Motor Equipment Operator II (HMEO II), (AFSCME Bargaining Unit, Grade: 14, Step: Base to 7), and all subsequent positions including from the outside in the Department of Public Works. This position is responsible for the operation of heavy equipment such as: gradall, grader, and crane. The annual salary is estimated to be between \$39,673.09 and \$48,398.06, with benefits estimated to be between \$15,500.78 and \$18,909.12. This position is funded with 100 percent County funds and is included in

the 2022 Budget. The request was approved on a motion made by Legislator Demick, seconded by Legislator Curran, and carried. **Notify Human Resources**

Request to Fill Maintenance Supervisor

Public Works Superintendent Justin Henry requested permission to fill one Maintenance Supervisor, (PEF Bargaining Unit, Grade: 7), and all subsequent positions including from the outside in the Department of Public Works. This position is responsible for the supervision and technical work involving responsibility of the efficient and economical maintenance and cleaning of a number of County buildings and surrounding grounds. Directs supervision over Building Maintenance Mechanics, Assistants, Janitors, Cleaners, and Ground workers. The annual salary is estimated to be \$47,194.42, with benefits estimated to be \$18,438.86. This position is funded with 100 percent County funds and is included in the 2022 Budget. The request was approved on a motion made by Legislator Demick, seconded by Legislator Havey, and carried. **Notify Human Resources**

Request to Fill Building Maintenance Mechanic

Public Works Superintendent Justin Henry requested permission to fill one Building Maintenance Mechanic, (AFSCME Bargaining Unit, Grade: 15, Step: Base to 7), and all subsequent positions including from the outside in the Department of Public Works. This position performs a variety of building maintenance and repair tasks of a skilled nature such as: repairs to plumbing, electrical wiring, mechanical equipment and machinery, refrigeration, air conditioning, kitchen equipment, boilers, pumps, compressors, and other jobs as needed to meet the goals of the department. The annual salary is estimated to be between \$40,907.78 and \$50,996.73, with benefits estimated to be between \$15,982.67 and \$19,924.42. This position is funded with 100 percent County funds and is included in the 2022 Budget. The request was approved on a motion made by Legislator Demick, seconded by Legislator Havey, and carried. **Notify Human Resources**

Good of the Order

Majority Leader Steven Havey announced that a caucus would begin at 1:25 p.m. in the Legislative Chambers.

Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 1:15 p.m. following a motion by Legislator Ricci, seconded by Legislator Burdick, and carried.

Respectfully submitted,

Tiffany Linn, Confidential Secretary
Allegany County Board of Legislators